



**BSU Joint Safety Committee Meeting Minutes
Meeting #71, August 14, 2012**

Time: 10:00 A.M.
Place: Deputy 306

In Attendance: B. Butler, B. Crews, M. Lanners R. Marsolek, J. Sande, and S. Theisen

Absent: J.Utley

Five items of old business were discussed:

Membership:

A request was sent to the Bemidji Faculty Association for a representative to fill the seat vacated by Ellen Jones. AFSCME has two open seats. Barb Butler will follow-up with AFSCME.

Machine Guarding:

A guard for the drill press in the Heating Plant will be ordered soon. The Technical Studies Department has not responded further on milling machine guarding. EHS will follow-up with them when teaching staff returns in a couple of weeks.

Beaux Arts Safety:

A work order request has been submitted for replacement of the safety chains for overhead stage lights. EHS will be discussing concerns about use of lighting equipment and flame resistant props, with the Music department.

Theater Safety:

E. Jones met with J. Sande and R. Marsolek last May to discuss Theater safety concerns. Procedures for controlling access and providing proper oversight need to be formalized.

Lightning Detectors:

Bill Crews is still reviewing lightning detection devices.

Six items of new business were discussed.

Art Department:

A pottery kiln located outside the Ed-Arts building has been taken out of service due to structural deterioration. Kilns inside the building were inspected by a local heating and air conditioning contractor and determined to be safe to operate. A carbon monoxide detector was installed in the kiln area.

NTC Air Quality Complaint:

A fuel oil odor complaint was received from NTC for an annex building being leased by an outside group. An abandoned fuel oil tank in the crawl space beneath the building is pending removal.

Fire Alarm Testing:

Recent fire alarm testing on campus found no problem with the system.

Emergency Guide Update:

R. Marsolek reported that the campus Emergency Procedures Guide is being updated. It was originally planned to have the guide available to distribute during fall start-up activities but problems with the design company have pushed that date back.

MnSCU-Wide MSDS Management System:

MnSCU is currently reviewing proposals from vendors to provide a MnSCU-wide Material Safety Data Sheet (MSDS) management system. Employees will access MSDSs from a centralized web based database. It is uncertain when the system will be available.

NIMS Training:

National Incident Management System training will be provided on campus this fall. It will be directed at new employees and previous attendees who want to refresh their knowledge. NIMS is a standardized incident management system that Federal and State directives require all organizations to use in responding to major emergency incidents.

Adjourn: 10:40 A.M.

Richard Marsolek,
Coordinator, Environmental Health and Safety

Injury Summary 4/20/12 - 8/14/12

INJURY/ ILLNESS	BODY PART	CAUSE	SOURCE	MEDICAL	LOST DAYS	RESTRICTED DUTY	OSHA	HAZARDS
Pain/Bursitis	Hip/Left	Overexertion	Bodily motion	Y	0	0	N	None
Pain	Head	Overexertion	Sailboat boom	Y	0	0	Y	Inherent
Pain	Leg/Calf/left	Overexertion, Lifting	Locker	Y	15	0	Y	None
Strain	Ribs/Shoulder/Neck/Back, right	Struck against	Seat/shoulder belt	Y	0	0	Y	None
Laceration	Fingers/ 3rd, 4th and 5th/right	Contact with broken glass	Vehicle window	Y	0	?	?	None
Pain	Nose	Struck by	Paint can	Y	0	0	N	None
Bruise/Pain	Fingers/ 3rd/left	Caught between	File cabinet and wall	N	0	0	N	None

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